

**CR-1****INDIANA DEPARTMENT OF TRANSPORTATION****CONTRACTOR'S STATEMENT
OF EXPERIENCE AND
FINANCIAL CONDITION**

**To be filed with the Indiana Department of Transportation by Contractors proposing to bid on
contracts of the Department for the construction or maintenance of highways, bridges
and appurtenances thereto in accordance with the provisions of the Indiana
Code 8-23-10 as Amended**

The information contained on this form is CONFIDENTIAL according to IC 5-14-3-4(a)(5).

Submitted by	
Mailing address (<i>number and street, city, state, ZIP code</i>)	
Location address (<i>number and street, city, state, ZIP code</i>)	
Telephone number (<i>include Area Code</i>)	Facsimile number
Statement as of (<i>month, day, year</i>):	
Name and telephone number of contact	
E-mail address of company	

RETURN TO:

**Prequalification Engineer
Indiana Department of Transportation
100 N. Senate Avenue, Room N855
Indianapolis, Indiana 46204-2218
Telephone: 317-232-5095**

**INDOT BIDDER'S LIST
REGISTRATION STATEMENT**

Federal regulations require all Contractors, Subcontractors, Truckers and Consultants who wish to do business with INDOT to submit this form to INDOT annually [49 CFR, Part 26.11]. Failure to comply may result in loss of INDOT business opportunities.

Name of firm

Address of firm (*number and street, city, state, ZIP code*)

Status of firm

DBE: _____

Non-DBE: _____

Age of firm

Total Annual Gross Receipts of the firm for most recently completed company fiscal year: **(All work including INDOT work)**

\$

FY

Approximately how many Department projects has the firm bid or quoted in the past 12 months? (*If none, please indicate 0.*)

In what market(s) have you participated?

☐ Prime: _____

☐ Trucker: _____

☐ Subcontractor: _____

☐ Consultant: _____

If you did not get any work from INDOT this year, did you submit a bid quote on any contracts?

☐ Yes ☐ No

Submit a list of those Contractors, Subcontractors, Truckers, and Consultant firms who you quoted or solicited bids with your company.

Printed name

Title

Date (*month, day, year*)

CLASSIFICATION BY TYPES OF WORK AND CONTRACT COMBINATIONS			
<p>Qualification in Classes A, B, C, or D will include those items under Class E which are normally components of or appurtenant to the class or classes in which a rating is given.</p> <p>The total unearned work under contract at any time in overlapping classifications, such as A (a) and C, shall not exceed the greater of the individual classified ratings involved.</p>		APPLICANT CHECK CLASSES IN WHICH	
		YEARS OF EXPERIENCE	RATING IS DESIRED
GENERAL TYPES	DIVISIONS, CLASSIFICATIONS AND LIMITATIONS		
A CONCRETE BASE-PAVEMENT AND RESURFACE	(a) General	Includes all normal operations of highway construction except bituminous paving and bridges over 20' span.	
	(b) Limited	Same as (a) but limited to urban locations or pregraded or unusually light grading sections.	
B BITUMINOUS BASE-PAVEMENT AND RESURFACE	(a) Plant Mix		
	(b) Road Mix and Penetration Types		
C GRADING	(a) Heavy Grading	Includes all types of roadway excavation and embankment, small structures and items incidental to a finished roadbed.	
	(b) Light Grading	Same as (a) but on light sections or small contracts not requiring such quantity or diversity of grading equipment.	
D BRIDGES AND APPROACHES	(a) All Highway Bridges except (b), (c), and (d).		
	(b) Highway or Railroad Bridge over Highway		
	(c) Bridge involving protection of Railroad tracks.		
	(d) Bridge in a Marine Environment		
E SPECIAL CONTRACTS AND SUB-CONTRACT COMPONENTS	(a) Traffic Control, Electrical Installations		
	(b) Placing Bituminous Plant Mix <i>(May bid B (a) contracts by showing that plant mix is commercially available.)</i>		
	(c) Bridge Deck Overlay and Minor Bridge Repair		
	(d) Traffic Control, Sign Installations		
	(e) Small Structures, culverts and drainage items except (h).		
	(f) Surface Masonry: Curbs and walks, paved side ditch, driveways and cross-overs, grouted rip-rap, rubble masonry, etc.		
	(g) Traffic Control, Pavement Markings		
	(h) Deep Sewer, or other open pit excavation requiring unusual equipment, skill or experience.		
	(i) Seeding and Sodding, top soil and erosion control.		
	(j) Landscaping		
	(k) Guard Rail and Fence		
	(l) Structural Steel Erection		
	(m) Cleaning and Painting Bridges		
	(n) Vegetation Control		
	(o) Construction of Buildings		
	(p) Bridge Deck Sealing		
	(q) Concrete Pavements Repairs		
	(r) Road Planing		
	(s) Roadside Mowing		
	(t) Demolition		
	Miscellaneous <i>(list)</i>		

Experience indicated on this page must be developed in the EXPERIENCE QUESTIONNAIRE, page 16.

Experience indicated on this page must be developed in the EXPERIENCE QUESTIONNAIRE, page 16.

TO THE ACCOUNTANT PREPARING THIS STATEMENT:

1. In order to become prequalified, a contractor must submit a statement of experience and financial condition using the forms furnished by the Department.
2. Statements from new applicants who desire to bid on projects advertised must be received no later than twenty-one (21) calendar days prior to the bid opening date to receive consideration for that bid opening.
3. Statements from contractors for prequalification renewal must be received at least fifteen (15) calendar days prior to the bid opening date to receive consideration for that bid opening.
4. All applicable sections must be completed and all questions must be answered in this Statement.
5. The Statement submitted for prequalification must be an original, in ink or typed. Reproduced copies will not be accepted.
6. Unaudited statements over six (6) months old will not be accepted.
7. To be prequalified for more than \$200,000.00 but not more than \$1,000,000.00, the Statement must be reviewed by a Certified Public Accountant in any state, or by a Public Accountant registered in Indiana.
8. To be prequalified for more than \$1,000,000.00, the Statement must be audited by a Certified Public Accountant in any state, or by a Public Accountant registered in Indiana.
9. The Certificate of Review or Certificate of Audit of the Statement must be completed by the accountant with no alterations, or a separate Auditor's Report addressed to the Indiana Department of Transportation, with the individual accountant's original signature thereon, must be attached.
10. The auditor's notes to the financial statement should be submitted for additional information.
11. The accountant shall make independent verification of assets and liabilities in accordance with generally accepted auditing standards; the execution of the certificate of audit will constitute certification that an audit in accordance with such standards has actually been performed and reported.
12. The Statement of an individual must not include real estate or other assets held jointly with his / her spouse or any other party, but joint liabilities must be included unless such liabilities are fully and solely secured by such joint assets.
13. The Statement of a partnership must not include the personal assets of any individual partner but only those assets which are owned by and under the control of the partnership as such.
14. In the event of physical dispersal of construction equipment or of subsequent use or sale of construction materials, the accountant may accept a signed statement of the contractor as evidence of possession of equipment or of materials inventory as of the date of the statement; this statement shall not relieve him of the usual responsibilities as to title, proper and consistent depreciation, liens or encumbrances, reasonable pricing, etc.
15. Full and complete information shall be provided for all major items of equipment, especially with respect to the age, original cost and the date if rebuilt. All major items of useful equipment should be listed even though fully depreciated, but no obsolete or useless equipment should be included.
16. No rating credit will be given for equipment which cannot satisfactorily be identified as to kind, type and capacity or for which the essential information as to cost and age is not supplied.

TO THE ACCOUNTANT PREPARING THIS STATEMENT: (*Continued*)

17. Consideration as working capital will not be given to stocks and bonds unless both book and market value are shown.
18. Notes and accounts receivable from officials of a corporation, from affiliated business firms, or from partners of a partnership will not be allowed as liquid assets unless there is attached an audited financial statement showing the debtor to be financially sound.
19. **Use paper no larger than 8 1/2" X 11" for supplement information.**
20. No Certificate of Qualification will be valid for more than twelve (12) months, nor will its expiration date under any circumstance be subsequent to sixteen (16) months after the date of the financial statement upon which it is based.
21. The Certificate of Qualification period will not be extended.
22. No bidder shall be given a Certificate of qualification unless his financial statement and investigation made by the Department show that he possesses net current assets sufficient in the judgment of the Department to render it probable that he can satisfactorily execute his contracts and meet his obligations therein incurred. (Ref. Indiana Code 8-23-10)
23. A domestic corporation must be in good standing with the Corporations Division, Secretary of State, to do business in the State of Indiana.
24. A foreign corporation must comply with Rule 105 IAC 11-2-2 of the Rules for Prequalification of Contractors and Bidding by furnishing valid evidence that the corporation is authorized by the Secretary of State to do business in the State of Indiana, or a letter of assurance that should it become the apparent low bidder on an Indiana Department of Transportation contract, it will become authorized within fifteen (15) days after the bid opening. For your information, the address and telephone number of the Indiana Secretary of State is as follows:

Corporations Division, Secretary of State
302 W. Washington Street, Room E018
Indianapolis, IN 46204
Telephone: 317-232-6576
25. As a requisite for prequalification and to be in compliance with Executive Order 11246 and Title VI of the Civil Rights Act of 1964, all contractors and subcontractors must accept and abide by the Indiana Department of Transportation's Plan of Affirmative Action for Equal Employment Opportunity. New applicants must review the information supplied in their application package.
26. The initial application of a corporation shall be accompanied by a certified copy of the minutes covering the election of current officers and the current authorization of individuals designated to execute contracts binding the corporation. This may be either a portion of the original Articles of Incorporation or some subsequent official action of the stockholders or the board of directors. If officers or authorization of individuals designated to execute contracts are changed in any manner, the Prequalification Engineer shall be immediately notified and furnished with certified copies of appropriate documents. Current minutes should be submitted if those on file with INDOT are over three (3) years old.

ACCOUNTANT'S QUESTIONNAIRE AND COMMENTS

1. Are any notes or accounts receivable, as listed in this statement, due from or secured by partners, officers, directors, stockholders or affiliated business firms?
☐ Yes ☐ No If Yes, list below and make suitable reference to schedule and item.

☐ Yes ☐ No If Yes, list below and make suitable reference to schedule and item.

2. Is there any evidence of temporary bolstering of working capital for the purpose of presenting a more favorable statement or any likelihood in the near future of substantial withdrawals of capital from the business for any purpose?

☐ Yes ☐ No If Yes, explain:

3. Is this statement as of the end of an established fiscal year used for tax purposes?

☐ Yes ☐ No

☐ Yes ☐ No

4. If No, has a fair estimate of taxes accrued to the date of statement been entered therein?
☐ Yes ☐ No

☐ Yes ☐ No

5. If the applicant is a partnership or a corporation whose stockholders have elected to be treated as a small business corporation not subject to income taxes, please indicate what withdrawals will be made to meet tax obligations.

6. Through what year have federal income tax returns been reviewed and accepted?

7. Is there any probability of substantial liability in connection with the review of prior year's tax returns, or by renegotiation of current completed contracts, not otherwise covered by reserves or contingent liabilities in this statement?

☐ Yes ☐ No If Yes, explain below.

The auditor's notes to the financial statements should be submitted for additional information.

Explanations and other comments by the accountant:	
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[illegible]

EXPLANATIONS AND COMMENTS	

CERTIFICATE OF REVIEW

This Certificate of Review must be completed and signed by the accountant or a separate Auditor's Report addressed to the Indiana Department of Transportation with the accountant's original signature thereon must be attached.

We have reviewed the Contractor's Statement of Financial Condition of _____
_____ as of _____, 20 _____, in accordance with Statements on Standards for
Accounting and Review Services issued by the American Institute of Certified Public Accountants. All information included in the
financial statement is the representation of the management of _____
_____.

A review consists principally of inquiries of Company personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statement taken as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying Contractor's Statement of Financial Condition in order for it to be in conformity with generally accepted accounting principles.

Signature of Certified Public Accountant		Signature of Indiana Registered Public Accountant
Typed or Printed name of Certified Public Accountant		Typed or Printed name of Indiana Registered Public Accountant
Certificate number	State	License number
Date signed (<i>month, day, year</i>)		

Employed by or associated with the accounting firm of:
Address (<i>number and street, city, state, ZIP code</i>)
Telephone number

CERTIFICATE OF AUDIT

This Certificate of Audit must be completed and signed by the accountant or a separate Auditor's Report addressed to the Indiana Department of Transportation with the accountant's original signature thereon must be attached.

We have audited the Contractor's Statement of Financial Condition of _____
_____ as of _____, 20 ____.

This financial statement is the responsibility of the Company's management. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the Contractor's Statement of Financial Condition referred to above presents fairly, in all material respects, the financial position of _____
as of _____, 20 _____, in conformity with generally accepted accounting principles.

Signature of Certified Public Accountant		Signature of Indiana Registered Public Accountant	
Typed or Printed name of Certified Public Accountant		Typed or Printed name of Indiana Registered Public Accountant	
Certificate number		License number	
Date signed (<i>month, day, year</i>)	State		

Employed by or associated with the accounting firm of:	
Address (<i>number and street, city, state, ZIP code</i>)	
Telephone number	

CONTRACTOR'S STATEMENT OF FINANCIAL CONDITION OF

☐ An Individual
☐ A Partnership
☐ A Corporation

Employer Identification Number (*Federal Tax Number*) _____

Condition at Close of Business _____, 20 _____

	ASSETS	DETAIL	TOTALS
	Current Assets		
1.	Cash	\$	
2.	Notes Receivable Due Within One Year	
3.	Bid Deposits and Guarantees	
4.	Accounts Receivable from Completed Construction Contracts	
5.	Accounts Receivable from Incomplete Construction Contracts	
6.	Costs of Incomplete Contracts in Excess of related Billings	
7.	Costs and Estimated Earnings in Excess of Billings on Incomplete Contracts	
8.	Equipment Rentals and Other Accounts Receivable	
9.	Materials in Stock Not Included in Items 4 and 5	
10.	Stocks, Bonds and Other Securities	
11.	Accrued Interest and Other Current Assets	
	Subtotal, Current Assets		\$
12.	Construction Equipment - Net Book Value
	Fixed and Other Assets		
13.	Other Plant and Equipment	
14.	Real Estate	
15.	Cash Surrender Value of Life Insurance Policies (<i>Net of policy loans</i>)	
16.	Other Assets	
	Subtotal, Fixed and Other Assets
	Total Assets		\$
	LIABILITIES AND NET WORTH		
	Current Liabilities		
17.	Notes Payable and Other Long-Term Liabilities (<i>Due Within One Year</i>)	\$	
18.	Accounts Payable	
19.	Billings on Incomplete Contracts in Excess of Related Costs	
20.	Billings on Incomplete Contracts in Excess of Costs and Estimated Earnings	
21.	Accrued Taxes and Other Liabilities Due Within One Year	
	Subtotal, Current Liabilities		\$
	Long-Term Liabilities		
22.	Notes Payable and Other Long-Term Liabilities (<i>Balance After One Year</i>)	\$	
23.	Deferred Income Taxes (<i>Non-Current Portion</i>)	
	Subtotal, Long-Term Liabilities		\$
	Net Worth		
24.	Individual or Partnership Capital	\$	
25.	Capital Stock	
26.	Additional Paid-In Capital	
27.	Retained Earnings	
	Subtotal, Net Worth
	Total Liabilities and Net Worth		\$
28.	Contingent Liabilities		\$

IMPORTANT: All items shown in the above FINANCIAL STATEMENT must be detailed in the schedules on subsequent pages.
 Do not change the descriptive title of any balance sheet item or supporting schedule. For item(s) not specifically listed, use the applicable schedule(s).

DETAILS RELATIVE TO ASSETS

1

(a) On hand \$

Cash: (b) Deposited in banks named below \$

NAME OF BANK	TYPE OF ACCOUNT	DEPOSITED IN THE NAME OF	AMOUNT

2

Notes Receivable Due Within One Year \$

RECEIVABLE FROM	FOR WHAT	DATE OF MATURITY	HOW SECURED	AMOUNT

Have any of the above been discounted, sold or pledged? ☐ Yes ☐ No If so, state amount, to whom and reason:

3

Bill Deposits and Guarantees \$

DEPOSITED WITH	FOR WHAT	WHEN RECOVERABLE	AMOUNT

What amount, if any, has been assigned, sold or pledged? \$

4

Accounts Receivable From **Completed** Construction Contracts (*exclusive of claims not approved*) \$

RECEIVABLE FROM	NATURE OF CONTRACT	AMOUNT OF CONTRACT	AMOUNT DUE

Have any of the above been discounted, sold or pledged? ☐ Yes ☐ No If so, state amount, to whom and reason:

DETAILS RELATIVE TO ASSETS (Continued)									
--	--	--	--	--	--	--	--	--	--

5	Accounts Receivable from Incomplete Construction Contracts (as shown by engineer's or architect's estimate):	
	(a) Amount retained to date, due upon completion of contracts	\$
	(b) Amount receivable after deducting amount retained

[illegible]

Have any of the above been discounted, sold or pledged? <input type="checkbox"/> Yes <input type="checkbox"/> No	If so, state amount, to whom and reason:
--	--

6	Costs of Incomplete Contracts in Excess of Related Billings (Completed Contract Method)	\$
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7	Costs and Estimated Earnings in Excess of Billings on Incomplete Contracts <i>(Percentage of Completion Method)</i> \$
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8	Equipment Rentals and Other Accounts Receivable	\$
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[illegible]

What amount, if any, is due after one year?	\$
Assigned, sold or pledged?	\$

DETAILS RELATIVE TO ASSETS (Continued)									
--	--	--	--	--	--	--	--	--	--

9

[illegible]

10

	No consideration as working capital will be given unless book value and market value, determined or verified by the accountant, is given.
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[illegible]

If any are pledged or in escrow, state to whom and reason. Specify co-owner / or beneficiary of non-negotiables.

11

[illegible]

DETAILS RELATIVE TO ASSETS *(Continued)*

13

Other Plant and Equipment - Net Book Value \$
(List office equipment, plant and operating equipment of gravel pits, quarries, commercial concrete products, steel fabrication plants, aircraft, etc., as well as equipment of any non-construction business enterprise, including recreational and pleasure boats. Do not include such items in Schedule 12.)

DESCRIPTION	YEAR ACQUIRED	COST	Accumulated Depreciation	NET BOOK VALUE	Encumbrance

14

Real Estate and Net Book Value of Improvements \$

LOCATION AND DESCRIPTION OF PROPERTY	TITLE HELD IN WHOSE NAME	NET BOOK VALUE	AMOUNT OF ENCUMBRANCES

15

Cash Surrender Value of Life Insurance Policies *(exclusive of loans)* \$

CORPORATIONS - Policies carried on officers or supervisory employees of the corporation, payable to and under control of the corporation.
 PARTNERSHIPS - Policies carried on partners or supervisory employees payable to and under control of the partnership.
 INDIVIDUALS - Policies carried on the individual under his exclusive control and payable to any beneficiary; policies carried on supervisory employees, payable to and under exclusive control of the qualifying individual or his estate; policies carried on members of the immediate family, payable to and under exclusive control of the qualifying individual or his estate.

CARRIED ON	BENEFICIARY	WHO HAS CONTROL AS TO LOANS OR SURRENDER	SURRENDER VALUE	AMOUNT OF LOANS

16

Other Assets \$

DESCRIPTION	AMOUNT

DETAILS RELATIVE TO LIABILITIES

17 and 22

Notes Payable and Other Long-Term Liabilities

[illegible]

18

Accounts Payable \$

[illegible]

DETAILS RELATIVE TO LIABILITIES (<i>Continued</i>)			
19	Billings on Incomplete Contracts in Excess of Related Costs (<i>Completed Contract Method</i>)	(a) Cost Portion \$ (b) Unrecorded earned income \$	
20	Billings on Incomplete Contracts in Excess of Costs and Estimated Earnings \$		
21	Accrued Taxes and Other Liabilities Due Within One Year \$		
DESCRIPTION		DATE PAYABLE	AMOUNT
Deferred Income Taxes (<i>Current Portion</i>)			
22	Notes Payable and Other Long-Term Liabilities Refer to Schedule 17 and 22 on Page 14		
23	Deferred Income Taxes (<i>Non-current Portion</i>) \$		
NET WORTH			
24	Individual or Partnership Capital \$		
25	Capital Stock	(a) Common	\$
		(b) Preferred	\$
26	Additional Paid-in Capital \$		
27	Retained Earnings \$		
CONTINGENT LIABILITIES			
28	Total Contingent Liabilities:	Attach supplementary schedule explaining the item(s) listed below	\$
On notes receivable, discounted or sold	
On accounts receivable, pledged, assigned or sold	
As a bondsman	
As guarantor on contracts, notes or accounts of others	
On lawsuits pending but not reduced to judgment	
Other (<i>specify</i>)	

CONTRACTOR'S STATEMENT OF EXPERIENCE

The signatory of this questionnaire guarantees the truth and accuracy of all statements and of all answers to interrogatories hereinafter made.

1. How many years has your organization been in business as a contractor: (a) under your present business name? yrs.
(b) Under the name of? yrs.
2. How many years experience in construction work has your organization had:
(a) As a general contractor? (b) As a subcontractor?
3. Show the projects your organization has under contract or pending award:

[illegible]

4. What is the construction experience of the principal individuals of your present organization?

[illegible]

5. RECORD OF PAST EXPERIENCE

This Information Is Used To Determine Work Type Ratings

New Contractors - List all work performed by your own forces for the past three (3) years, **including Federal, State, County, City and private work**. The total dollar amounts and work item dollar amounts must be listed for each project. Do not include work performed by subcontractors.

Renewal Contractors - List all work performed by your own forces for the past fiscal year, **including Federal, State, County, City and private work**. The total dollar amounts and work item dollar amounts must be listed for each project. Do not include work performed by subcontractors.

Renewal Contractors - List all work performed by your own forces for the past fiscal year, **including Federal, State, County, City and private work**. The total dollar amounts and work item dollar amounts must be listed for each project. Do not include work performed by subcontractors.

Page 17

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New Contractors - List all work performed by your own forces for the past three (3) years, **including Federal, State, County, City and private work**. The total dollar amounts and work item dollar amounts must be listed for each project. Do not include work performed by subcontractors.

Renewal Contractors - List all work performed by your own forces for the past fiscal year, **including Federal, State, County, City and private work**. The total dollar amounts and work item dollar amounts must be listed for each project. Do not include work performed by subcontractors.

[illegible]

CONTRACTOR'S STATEMENT OF EXPERIENCE (*Continued*)

NOTE: Be specific on No. 6 through No. 10 by giving complete address including ZIP code and person to be contacted.

6. For what corporations or individuals have you performed work, when and to whom do you refer?

7. For what cities have you performed work, when and to whom do you refer?

8. For what counties have you performed work, when and to whom do you refer?

9. For what state bureaus or departments have you performed work, when and to whom do you refer?

10. For what U.S. Government Bureaus or Departments have you performed work, when and to whom do you refer?

11. With what other states are you prequalified to perform highway work?

12. Have you ever failed to complete any work awarded to you? ☐ Yes ☐ No If so, where and why?

13. Has any officer or partner of your organization ever been an officer or partner of some other organization that failed to complete a construction contract? ☐ Yes ☐ No

If so, state the name of the individual, other organization and reason therefore.

14. Has any officer or partner of your organization ever failed to complete a construction contract handled in his own name?

☐ Yes ☐ No

If so, state the name of the individual, name of owner and reason therefore.

15. In what other lines of business are you financially interested?

CONTRACTOR'S STATEMENT OF EXPERIENCE (*Continued*)

16. List equipment that you lease on a regular basis. Describe each piece by listing manufacturer, kind and capacity.

17. If you are a corporation, list names of those individuals or firms who have stock in your organization. Also, indicate the percentage owned by each. If owned by a parent company show the name of parent and its stockholders.

18. If you are a corporation, list names and addresses of all subsidiary and affiliate companies.

SUBSIDIARIES	AFFILIATES

19. Describe briefly the kinds of work you usually perform with your own forces.

20. Describe briefly the kinds of work you usually subcontract to others.

21. If you are a corporation, do you have on file with the Indiana Department of Transportation a certified copy of the minutes covering the election of the current officers and authority to sign contracts binding the corporation?

☐ Yes ☐ No

22. Has any officer, employee or representative of your organization been convicted of a bidding crime (*i.e. Bid Rigging, RICO*) resulting from a jury or bench trial, entered into a plea of guilty or nolo contendere, made a public admission, made a presentation as an unindicted co-conspirator, or gave testimony, which is protected by a grant of immunity, in any jurisdiction within the past five years?

☐ Yes ☐ No

If so, provide information as to date of the offense and conviction, details of the offense, court documents (*Indictment, Judgment and Probation/Commitment Order*), and other pertinent information.

ORGANIZATION

PLAN OF AFFIRMATIVE ACTION

By signing the appropriate affidavit on page 21 or 22, the applicant thereby accepts and will abide by the Indiana Department of Transportation plan for Affirmative Action on Equal Employment Opportunity dated July 1, 1968. A copy of the plan is included in the application packet for first time applicants to review. The plan is available to renewal applicants upon request.

ORGANIZATION

AFFIDAVIT FOR PARTNERSHIP

STATE OF _____ }
COUNTY OF _____ } SS.

_____, being duly sworn, deposes and says: That he is a partner of the partnership of _____; that said partnership is submitting the foregoing statement of experience and financial position; that he has read the same and that the same is true of his own knowledge; that the statement is for the purpose of inducing the Indiana Department of Transportation to award the submitter a contract and that any depository, vendor, or other agency therein named or with whom they have had business relations is hereby authorized to supply said Department with any information necessary to verify the statement.

Signature of member of firm

Sworn before me this _____ day of _____, 20 ____
_____, Resident of _____ County, State of _____
Notary Public
My Commission expires _____

Date of organization

Is partnership general, limited or association?

The foregoing statement and affidavit are hereby affirmed:
(Remaining partners of firm must sign below.)

The following partners or others are authorized to execute contracts binding the partnership:

Signature of partner

1.

Typed or printed name of partner

2.

Signature of partner

3.

Typed or printed name of partner

4.

Signature of partner

5.

Typed or printed name of partner

6.

Signature of partner

7.

Typed or printed name of partner

8.

AFFIDAVIT FOR INDIVIDUAL

STATE OF _____ }
COUNTY OF _____ } SS.

_____, being duly sworn, deposes and says: That he is the person submitting the foregoing statement of experience and financial position; that he has read the same and that the same is true of his own knowledge; that the statement is for the purpose of inducing the Indiana Department of Transportation to award the submitter a contract and that any depository, vendor, or other agency therein named or with whom he has had business relations is hereby authorized to supply the Department with any information necessary to verify the statement.

Signature of applicant

Sworn before me this _____ day of _____, 20 ____
_____, Resident of _____ County, State of _____
Notary Public
My Commission expires _____

AFFIDAVIT FOR CORPORATION

By virtue of the original Articles of Incorporation or some subsequent official action of the Stockholders or Board of Directors, the following are the current officers of the corporation:

Chairman of the Board _____

President _____

Vice President _____

Secretary _____

Treasurer _____

The following officers and others are authorized to execute contracts binding the corporation:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Capital paid in cash

When incorporated?

In what state?

If a foreign corporation, give date admitted to do business in Indiana

Is the corporation in good standing with the Secretary of State of Indiana in the matter of annual reports?

STATE OF _____ }
COUNTY OF _____ } SS.

_____, being duly sworn, deposes and says: That he is _____

of _____; the corporation submitting the foregoing statement of experience and financial position; that he has read the same and that the same is true of his own knowledge; that the statement is for the purpose of inducing the Indiana Department of Transportation to award the submitter a contract and that any depository, vendor, or other agency therein named or with whom they have had business relations is hereby authorized to supply the said Department with any information necessary to verify the statement.

Signature of officer

Sworn before me this _____ day of _____, 20 ____

_____, Resident of _____ County, State of _____

Notary Public

My Commission expires _____

NOTE: The Indiana Department of Transportation will not accept any document that is notarized by a notary who is an officer, stockholder of the corporation, or by any relative of the signatory.

